

## **RFP-NIH-NIAID-DEA-05-28 Amendment #1 (Questions & Answers)**

This Amendment provides questions submitted by potential offerors and the responses provided by the NIAID. **The responses are offered for information only and do not modify or become part of this solicitation.** This Amendment will be updated at least weekly to add any further questions and their related responses. **All potential offerors are advised to refer back to this Amendment for additional Q&A.**

### **SCIENTIFIC AND TECHNICAL SUPPORT FOR NIAID**

**Amendment Number:** One (1st Posting)

**Amendment Issue Date:** August 23, 2004 (Questions 1 - 7)

**Proposal Due Date/Time:** September 20, 2004, 4:00P.M., EST (Unchanged)

**Issued By:** Elizabeth J. Shanahan  
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Applicants/Offerors must acknowledge receipt of this Amendment #1, for each posting, on each copy of the proposal submitted. Failure to receive your acknowledgment of this Amendment may result in the rejection of your proposal.

The hour and date specified for receipt of applications/proposals HAS NOT been extended.

The following answers are provided concerning a number of inquiries we have received for the above numbered acquisition:

	QUESTION	RESPONSE
1.	Which labor categories mentioned on RFP pages 8 and 9 are considered key personnel?	Offerors are required to identify those personnel that they consider to be “Key” to the performance of the requirements outlined in the Statement of Work.
2.	Are resumes required for key personnel only?	Yes. They should be submitted with the Technical Proposal.
3.	On page 15 of the RFP there is a 150 page limit for the business proposal. What information other than past performance references and forms should be placed in the Business Proposal?	The RFP, SECTION L INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS, paragraph 2 provides the link to additional instructions for proposal preparation. The link is provided again below: <a href="http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf">http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf</a>
4.	Work Area D - Scientific Program Assistance is broad-reaching. Would historical data of similar tasking on the current contract be informative to prospective offerors? If so, please provide this information. Would the efforts under this work area be on a time and materials basis resulting from individual, separately negotiated, task orders? Historically, what skill sets have been required in this work area?	Historical information would not be informative to prospective offerors as the requirements of the Statement of Work for this effort have evolved from the requirements of the current contract. The efforts required in this area are typically for short-term expertise that is acquired on a cost-reimbursement basis using consulting agreements between the prime contractor and the individual consultant. The types of expertise required in the past have included: Policy, Scientific, Medical Writers, Information Technology, Public Relations, etc.
5.	Is there a question period for the above-referenced RFP? I see that an intent to submit notice is due on September 6 but did not find a time period for submitting questions.	No cut-off date has been established for the submission of questions relative to the RFP. Responses to questions posed by potential offerors will be posted via update of this amendment every Friday (if necessary) until September 17, 2004.
6.	Is there a bidder's list for the above-mentioned solicitation?	No bidders list is available. With the advent of electronic posting of RFPs, and the ability of prospective offerors to download RFPs the compilation of bidder's lists is no longer practical.
7.	Will the successful offeror be precluded from competing for other NIAID grants and/or contracts?	All offerors are required to use their judgment in determining potential conflicts of interest. Please see SECTION L – INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS, SECTION II – GENERAL INSTRUCTIONS, Item 21 entitled “Institutional Responsibility Regarding Conflicting Interests of Investigators”.